

2/C MIDSHIPMEN QUALIFICATION STANDARDS

Purpose of MQS: To establish the learning objectives (LO) for Pro-Quizzes, Pro-Exams, Professional Competency Boards (PCB), and Professional Competency Assessments (PCA).

Signature Authorities: These are identified for each LO and are either a SME (Subject Matter Expert) or a Midshipman within the chain of command. By signing off an LO, the signature authority is affirming that the Midshipman receiving the signature has demonstrated the requisite knowledge. The signature authority shall fill out all required information (printed name, alpha, signature, and date) or, if a SME desires, he/she may print/sign/date a roster that shall be included in each Midshipman's MQS. Each Midshipman is responsible for achieving applicable LOs prior to a quiz/exam/board/assessment.

- Chain of Command (CoC)
 - 4/C Midshipmen shall receive signatures from 3/2/1/C Midshipmen in their CoC.
 - 3/C Midshipmen shall receive signatures from 2/1/C Midshipmen in their CoC.
 - 2/C Midshipmen shall receive signatures from 1/C Midshipmen in their CoC.
- Subject Matter Experts (SME)
 - Based on their billet and/or experience, only some individuals are equipped to provide signatures for specific learning objectives.
 - Some are in the Brigade (i.e., Company Financial Officer). Others are on the Naval Academy staff (i.e., Senior Enlisted Leader).
 - SMEs are signature authorities for any item in their respective area.
 - A current list of warfare community/service SMEs is provided in this MQS.

Definition of Terms:

Know: Recall facts, bring to mind and recognize the appropriate material.

Comprehend: Interpret principles and concepts and relate them to new situations.

Apply: Utilize knowledge and comprehension of specific facts in new relationships with other facts, theories, and principles.

Demonstrate: Show evidence of ability to perform a task.

I. Naval Orientation & Officership

References:

- a) MCO P5060.20: Marine Corps Drill and Ceremonies Manual

1. Demonstrate the following basic sword manual movements. [ref. (a): Chapter 5]
 - a. Draw Sword
 - b. Present Sword
 - c. Order Sword
 - d. Carry Sword

e. Return Sword

_____ Print Name (Company Drill Officer)	_____ Alpha	_____ Signature	_____ Date
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II. Leadership and Ethics

References:

- a) SECNAV M-5216.5: Department of the Navy Correspondence Manual
- b) <http://navyreading.dodlive.mil/>
- c) <http://guides.grc.usmcu.edu/content.php?pid=408059&sid=3340387>

- 1. Know the following with respect to naval correspondence.
 - a. Procedures for Electronic Mail [ref. (a): Chapter 4]
 - b. Components of the standard letter format [ref. (a), Chapter 7, fig 7-1 and 7-2]
 - c. Military models of address [ref. (a): Appendix A]

_____ Print Name (CoC)	_____ Alpha	_____ Signature	_____ Date
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- 2. Read a title from the CNO's or Commandant's Professional Reading list for an O-1 to O-3 and discuss the key takeaways with an Officer/Senior Enlisted. [ref. (b) and (c)]

_____ Print Name (SME – Any Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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III. Seapower and Naval History

References:

- a) A Cooperative Strategy for 21st Century Seapower (CS21)

- 1. Read ref. (a), Section IV. Discuss with a 1/C Midshipman how the sea services will sustain a capable and combat-ready naval force. Know the following:
 - a. What the force is sized to support
 - b. The minimum number of ships and submarines that the Navy and Marine Corps must maintain. [ref. (a), pg. 27]

_____ Print Name (CoC)	_____ Alpha	_____ Signature	_____ Date
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IV. Programs and Policies

- a) OPNAVINST 5215.17: Navy Directives Issuance System
- b) OPNAVINST 1740.4D: U.S. Navy Family Care Plan

- c) OPNAVINST 6000.1C: Navy Guidelines Concerning Pregnancy and Parenthood
- d) SECNAV Announces New Maternity Leave Policy:
http://www.navy.mil/submit/display.asp?story_id=87987
- e) OPNAVINST 1754.2D: Exceptional Family Care Program
- f) OPNAVINST 1750.1G: Navy Family Ombudsman Program
- g) OPNAVINST 1754.5B: Family Readiness Groups
- h) Department of Defense Government Travel Charge Card (GTCC) website:
<http://www.defensetravel.dod.mil/site/govtravelcard.cfm>
- i) Government Travel Charge Card (GTCC) Dos and Don'ts:
https://www.navsup.navy.mil/ccpmd/travel_card/training/GSA%20CARDHOLD%20ER%20DOS%20AND%20DONTs.pdf
- j) Financial Advisor Guide to Budgeting:
<http://intranet.usna.edu/FinancialAdvisor/Guides/budgeting.php>
- k) Start an Emergency Fund:
<http://www.saveandinvest.org/militarycenter/militaryfinancialtoolkits/p124802>
- l) Roth vs. Traditional IRA: Which is Right for You:
<http://www.investopedia.com/articles/retirement/03/012203.asp>
- m) Navy Educational Programs: <http://www.navy.com/joining/benefits/education-opportunities/undergraduate.html#general-programs>
- n) Navy Knowledge Online (NKO): <https://www.nko.navy.mil>

1. Know the following regarding instructions and notices. [ref. (a): Chapters 3 and 5]
 - a. Both establish policy and order specific actions
 - b. The length of time each typically remains in effect

_____	_____	_____	_____
Print Name (CoC)	Alpha	Signature	Date

2. Know the following with respect to family care plans. [ref. (b)]
 - a. What a family care plan is
 - b. Whose responsibility it is to develop one
 - c. The general circumstances under which one is required (identify valid examples)
 - d. Where you can find a family care plan checklist

_____	_____	_____	_____
Print Name (SME – Any Officer/Senior Enlisted)	Rank	Signature	Date

3. Know the responsibilities of the Commanding Officer and servicewomen with respect to pregnancy in the Navy. [ref. (c)]

_____	_____	_____	_____
Print Name (SME – Any Officer/Senior Enlisted)	Rank	Signature	Date

4. Know the length of maternity leave available to a Navy or Marine Corps servicewoman during the first year of her child's life. [ref. (d)]

_____ Print Name (CoC)	_____ Alpha	_____ Signature	_____ Date
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5. Know the following with respect to the Exceptional Family Member Program (EFMP). [ref. (e)]

- a. Definition of an Exceptional Family Member (EFM)
- b. The goal of the Navy EFMP

_____ Print Name (SME – Any Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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6. Know the purpose of a command ombudsman. [ref. (f)]

_____ Print Name (SME – Any Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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7. Know “the nature” of a Family Readiness Group (FRG). [ref. (g)]

_____ Print Name (SME – Any Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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8. Know the following with respect to Government Travel Charge Cards (GTCC). [ref. (h) and (i)]

- a. You are issued one to use for official travel expenses only
- b. You are responsible for filing your travel claim within 5 days after you complete official travel or every 30 days if you are on continuous travel

_____ Print Name (CoC)	_____ Alpha	_____ Signature	_____ Date
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9. Review and update your Personal Budget. [ref. (j)]

_____ Print Name (SME – Company Financial Officer)	_____ Alpha	_____ Signature	_____ Date
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10. Comprehend the value of an emergency fund, where it should be placed, and why. [ref. (k)]

_____	_____	_____	_____
Print Name	Alpha	Signature	Date
(SME – Company Financial Officer)			

11. Know the primary differences between a Traditional Individual Retirement Account (IRA) and a Roth IRA. [ref. (l)]

- a. When contributions are taxed
- b. When/if earnings are taxed (tax deferred vs. tax exempt)

_____	_____	_____	_____
Print Name	Alpha	Signature	Date
(SME – Company Financial Officer)			

12. Know the following educational programs offered by the Navy. [ref. (m)]

- a. Navy College Program (NCP)
- b. Tuition Assistance (TA)
- c. Post-9/11 GI Bill
- d. Loan Repayment Program (LRP)
- e. College Level Examination Program (CLEP)

_____	_____	_____	_____
Print Name	Alpha	Signature	Date
(SME – Company Financial Officer)			

13. Use your Common Access Card (CAC) to log in to Navy Knowledge Online (NKO) and complete the following annual training classes. Print certificates of completion and turn in to your Company Training Officer. [ref. (n)]

- a. Privacy and Personally Identifiable Information (PII) Awareness Training
- b. Operational Stress Control – Division Officer

_____	_____	_____	_____
Print Name	Alpha	Signature	Date
(SME – Company Training Officer)			

V. Technical Foundations and Naval Warfare

References:

- a) Joint Publication (JP) 1: Doctrine of the Armed Forces of the United States
- b) Joint Publication (JP) 3-33: Joint Task Force Headquarters
- c) Joint Publication (JP) 5-0: Joint Operation Planning
- d) Navy Knowledge Online (NKO): <https://www.nko.navy.mil>

1. Read ref. (a), Chapter I, Section A. Know the following: [ref. (a)]
 - a. Importance of joint doctrine and interoperability
 - b. What the term “joint” connotes/means

Print Name (CoC)	Alpha	Signature	Date
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2. Know the primary J-Directorates of a Joint Task Force staff (J-1 through J-6) and comprehend their basic functions. [ref. (b), pg. I-5 to I-7]

Print Name (CoC)	Alpha	Signature	Date
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3. Know the seven steps in the Joint Operation Planning Process. [ref. (c): Chapter IV]

Print Name (CoC)	Alpha	Signature	Date
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4. Use your Common Access Card (CAC) to log in to Navy Knowledge Online (NKO) and complete Uncle Sam’s OPSEC annual training class. Print certificate of completion and turn in to your Company Training Officer. [ref. (d)]

Print Name (Company Training Officer)	Alpha	Signature	Date
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VI. Naval Aviation

References:

- a) Joint Publication (JP) 3-30: Command and Control of Joint Air Operations
- b) The Bluejacket’s Manual

1. Read the sections of ref. (a) designated below to achieve the following objectives:
 - a. Know the responsibility of the Joint Force Air Component Commander (JFACC) within a combatant command, subordinate unified command, or joint task force (JTF). [Chapter I]
 - b. Know where the Navy’s operational-level air planning occurs and the position that is typically established to coordinate Navy and Marine Corps amphibious, maritime, and air operations with the JFACC’s Air Operations Center (AOC). [Chapter II, paragraph 5]
 - c. Know where the Navy’s tactical-level air planning is largely conducted. [Chapter II, paragraph 5]

Print Name (SME – Any Naval Aviator)	Rank	Signature	Date
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2. Know how navy squadrons are internally organized, the four primary departments, and their general functions. [ref. (b), Chapter 14]

_____ Print Name (CoC)	_____ Alpha	_____ Signature	_____ Date
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VII. Surface Warfare

References:

- a) OPNAVINST 3120.32D – Navy SORM

1. Comprehend the general responsibilities of the following personnel common to many Navy units [ref. (a), paragraphs 3.1, 3.5, 3.34]
- Commanding Officer
 - Executive Officer
 - Command Master Chief
 - Department Head
 - Division Officer

_____ Print Name (CoC)	_____ Alpha	_____ Signature	_____ Date
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2. Comprehend the organizational relationship between the following underway watches. [ref. (a), paragraphs 4.15.2, 4.15.3, 4.15.8]
- Tactical Action Officer (TAO)
 - Officer of the Deck (OOD)
 - Engineering Officer of the Watch (EOOW)

_____ Print Name (SME – Any Surface Warfare Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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VIII. Undersea Warfare

References:

- a) 2015 Submarine Pro-Book for 1/C

1. Know the role of submarines with respect to coordinated operations, and know the unique communication challenges of integrating submarines. [ref. (a)]

_____ Print Name (SME – Any officer qualified in submarines or any MIDN who has early selected subs)	_____ Rank	_____ Signature	_____ Date
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IX. Information Dominance

References:

- a) Joint Publication (JP) 2-0: Joint Intelligence
- b) Joint Publication (JP) 2-01.3: Joint Intelligence Preparation of the Operating Environment

1. Know the following with respect to Intelligence, Surveillance, and Reconnaissance:

[ref. (a), pg. I-11]

- a. The definition of ISR
- b. The characteristics of surveillance and reconnaissance
- c. The general method that the J-2 and J-3 synchronize employment of platforms and sensors

_____ Print Name (SME – Any IDC Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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2. Know the following with respect to Joint Intelligence Preparation of the Operational Environment (JIPOE): [ref. (b), Chapter 1, paragraph 1]

- a. The definition of JIPOE
- b. The four major steps of the process

_____ Print Name (SME – Any IDC Officer/Senior Enlisted)	_____ Rank	_____ Signature	_____ Date
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X. U.S. Marine Corps

References:

- a) MCDP 1-0 Marine Corps Operations
- b) USMC Vision and Strategy 2025

1. Know the primary role of the Maritime Prepositioning Force (MPF), its capabilities, locations, and response time; and comprehend its importance to joint force commanders.

[ref. (a), pg. 2-11; 2-18]

_____ Print Name (SME – Any Marine)	_____ Rank	_____ Signature	_____ Date
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2. Read ref. (b) and discuss the ten Marine Corps Objectives with any Marine. [ref. (b), pg. 14-18]

_____ Print Name (SME – Any Marine)	_____ Rank	_____ Signature	_____ Date
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Subject Matter Experts (SME)

Surface Warfare Officers

[illegible][illegible][illegible]

Surface Warfare Senior Enlisted

BMC	(b) (6)	EMC	(b) (6)	MMC	(b) (6)
BMC		ETC		MMC	
BMC		ETC		NDC	
BMC		ENCS		PSC	
BMC		FCCS		QMC	
BMC		FCCS		QMC	
BMCS		FCCS		YNCS	
BMCS		MMC			
EMC		MMC			

Naval Aviators and Naval Flight Officers

[illegible]

Naval Aviation Senior Enlisted

ABHC	(b) (6)
ABCM	
AMCS	
ATCS	
ATCS	
AWVC	
AWVCS	

Marine Corps Officers

Capt	(b) (6)	Adjutant	0180
Maj		Adjutant	0180
Capt		MAGTF Intelligence Officer	0202
Maj		MAGTF Intelligence Officer	0202
Capt		Ground Intelligence Officer	0203
Capt		Ground Electronic Signals Intelligence Officer	0206
Capt		Infantry Officer	0302
Capt		Infantry Officer	0302
Capt		Infantry Officer	0302
Capt		Infantry Officer	0302
Capt		Infantry Officer	0302
Capt		Infantry Officer	0302
Maj		Infantry Officer	0302
Maj		Infantry Officer	0302
Capt		Logistics Officer	0402
Capt		Logistics Officer	0402
Maj		Logistics Officer	0402
Maj		Logistics Officer	0402
Maj		Logistics Officer	0402
Maj		Logistics Officer	0402
LtCol		Logistics Officer	0402
LtCol		Logistics Officer	0402
Capt		Communications Officer	0602
Capt		Communications Officer	0602
Capt		Communications Officer	0602
Maj		Communications Officer	0602
Capt		Communications Officer	0602
Maj		Communications Officer	0602
Capt		Communications Officer	0603
Capt		Field Artillery Officer	0802
Capt		Field Artillery Officer	0802

	(b) (6)		
Maj		Field Artillery Officer	0802
Maj		Field Artillery Officer	0802
Capt		Combat Engineer	1302
Capt		Ground Supply Officer	3002
Maj		Ground Supply Officer	3002
Capt		Judge Advocate	4402
Capt		Judge Advocate	4402
Maj		Judge Advocate	4402
Maj		Judge Advocate	4402
Capt		Aircraft Maintenance Officer	6002
Capt		Air Support Control Officer	7208
Maj		Air Support Control Officer	7202
Maj		Air Support Control Officer	7202
Capt		Pilot VMA AV-8B	7509
Maj		Pilot VMFA F/A-18	7523
LtCol		Pilot VMFA F/A-18	7523
Capt		KC-130 Aircraft Commander	7557
Maj		KC-130 Aircraft Commander	7557
Maj		Pilot C-130	7557
Capt		Pilot HMH/M/L/A CH-46	7562
LtCol		Pilot UH-1, VH-3, VH-60	7563
Capt		Pilot AH-1W	7565
Capt		Pilot AH-1W	7565
Maj		Pilot AH-1W	7565
LtCol	(b) (6)	Pilot AH-1W	7565
Maj	(b) (6)	Pilot CH-53E	7566
Maj	(b) (6)	Pilot CH-53E	7566
Col	(b) (6)	Pilot	8042
Col	LISZEWSKI	Artillery Officer	8041

Marine Senior Enlisted

SSgt	(b) (6)	Engineer Equipment Mechanic	1341
GySgt		AAV Crewman	1833
GySgt		Packaging Specialist	3052
GySgt		Food Service Specialist	3381
SSgt		Motor Transport Operations Chief	3537
GySgt		Motor Transport Operations Chief	3537
SSgt		AV-8B Mechanic	6212
GySgt		Aviation Supply Specialist	6672
SSgt		Field Artillery Cannoneer	8020

Submarine Officers

LT	(b) (6)	LT	(b) (6)
LT		LT	
LT		LT	
LT		LT	
LT		LT	
LT		LT	
LT		LCDR	
LT		LCDR	
LT		LCDR	
LT		LCDR	
LT		CAPT	
LT		CAPT	

Information Dominance Corps Officers

Intelligence		Information Professional		Information Warfare		Oceanography	
LT	(b) (6)	LT	(b) (6)	LCDR	(b) (6)	CDR	(b) (6)
LT		LCDR		LCDR		CAPT	
LCDR		LCDR		LCDR			
LCDR		CDR		LCDR			
LCDR				LCDR			
LCDR				LCDR			
CAPT				CDR			
				CAPT			

Information Dominance Corps Senior Enlisted

CTTC	(b) (6)	CTICS	(b) (6)
CTTC			

Naval Special Warfare Officers

LT	(b) (6)
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Naval Special Warfare Senior Enlisted

SOC	(b) (6)
SOCS	

Explosive Ordnance Disposal Officers

LT	(b) (6)
LT	
LCDR	

Explosive Ordnance Disposal Senior Enlisted

EODCS	(b) (6)
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Medical Service Corps Officers

LT	(b) (6)
LT	
LT	
LT	
LCDR	
CDR	
CDR	
CAPT	

Supply Corps Officers

LTJG	(b) (6)
LTJG	
LT	
LT	
LT	
LT	
LT	
LT	
LCDR	
LCDR	
CAPT	

Civil Engineer Corps Officers

LT	(b) (6)
LT	
LT	
LT	
LT	
LT	
LCDR	
LCDR	
CAPT	

Civil Engineer Corps Senior Enlisted

BUCS	(b) (6)
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